

To: Contreras, Robert[contreras.robert@epa.gov]; Ferguson, Ralph[Ferguson.Ralph@epa.gov]
From: Milbeck, Regina
Sent: Mon 8/17/2015 8:51:44 PM
Subject: RE: GKM - PPL+ Issue - REVISED Site Charging Guidance

Thanks Robert,

I have already told him that he cannot charge TCTO for the hours worked, instead it should be OT.

Missy Milbeck, Comptroller

U.S. Environmental Protection Agency

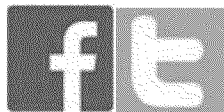
Region 6 - Dallas, TX

Phone: 214-665-6540

Cell: 214-789-2701

milbeck.regina@epa.gov

[Office of the Regional Comptroller](#)



From: Contreras, Robert
Sent: Monday, August 17, 2015 3:29 PM
To: Ferguson, Ralph; Milbeck, Regina
Subject: RE: GKM - PPL+ Issue - REVISED Site Charging Guidance

Look at this



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- ▷ Reporting Tools
- ▷ PeopleTools

Timesheet

Personal Matters/Ex. 6

EmplID:

Personal Matters/Ex. 6

Job Title: Environmental Engineer

Empl Rcd Nbr: 0

Enter or change time reporting data in the following table.

If additional lines for time entry are needed, press the "Add a New Line" pushbutton.

View All First 1-5 of 5 Last

Timesheet

Sun 8/9	Mon 8/10	Tue 8/11	Wed 8/12	Thu 8/13	Fri 8/14	Sat 8/15	Sun 8/16	Mon 8/17	Tue 8/18	Wed 8/19	Thu 8/20
14.00	4.50	4.50	5.00	4.50	4.00	11.00	11.00	4.50	4.50		
											8.00
										2.00	
	8.00	8.00	8.00	8.00	8.00			8.00	8.00	8.00	

Total Hours

14.00 12.50 12.50 13.00 12.50 12.00 11.00 11.00 12.50 12.50 10.00 8.00 8.00

☐ Attest and Submit? ☐ Verify and Submit? ☐ Time Card Locked

Add a New Line

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Robert Contreras

Region 6

Accounting Services Section (6MD-CA)

214-665-7485



From: Ferguson, Ralph

Sent: Monday, August 17, 2015 3:04 PM

To: Contreras, Robert

Subject: FW: GKM - PPL+ Issue - REVISED Site Charging Guidance

FYI.....

Ralph Ferguson

Supervisory Accountant

Office of the Regional Comptroller – Accounting Services Section

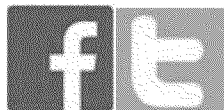
US Environmental Protection Agency - Region 6

Office: 214-665-2147

Cell: 817-564-4509

Fax: 214-665-8505

ferguson.ralph@epa.gov



From: Milbeck, Regina
Sent: Monday, August 17, 2015 3:04 PM
To: McCasland, Mark; Ferguson, Ralph
Cc: Berry, Natalie
Subject: RE: GKM - PPL+ Issue - REVISED Site Charging Guidance

Mark,

You are getting the error because you are charging your TCTOE to the Overtime code which is not allowed. Thanks.

Missy Milbeck, Comptroller

U.S. Environmental Protection Agency

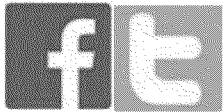
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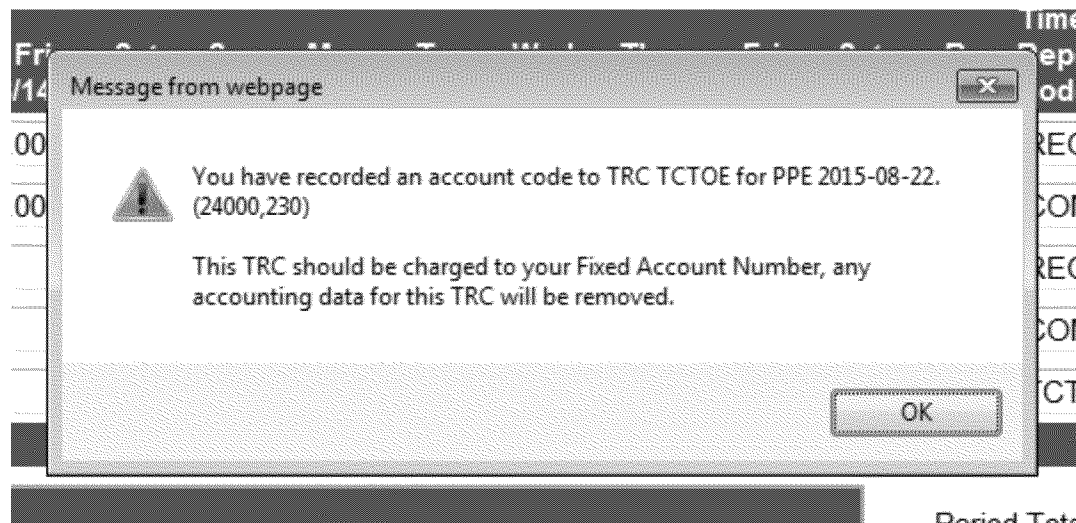
milbeck.regina@epa.gov

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From: McCasland, Mark
Sent: Monday, August 17, 2015 3:00 PM
To: Milbeck, Regina
Cc: Berry, Natalie
Subject: GKM - PPL+ Issue - REVISED Site Charging Guidance

Guidance needed please. This is what I get in entering my time for the 2nd Saturday of previous PPD and this PPD:



Timesheet

Sun 8/9	Mon 8/10	Tue 8/11	Wed 8/12	Thu 8/13	Fri 8/14	Sat 8/15	Sun 8/16	Mon 8/17	Tue 8/18	Wed 8/19	Thu 8/20	Fri 8/21	Sat 8/22
	8.00	8.00	8.00	8.00	8.00			8.00	8.00	8.00			
14.00	4.50	4.50	5.00	4.50	4.00	11.00	11.00	4.50	4.50				
											8.00		
												8.00	
										2.00			
Total Hours													
14.00	12.50	12.50	13.00	12.50	12.00	11.00	11.00	12.50	12.50	10.00	8.00	8.00	0.00

☐ Attest and Submit? ☐ Verify and Submit?

Mark

From: Milbeck, Regina

Sent: Monday, August 17, 2015 1:37 PM

To: R6 Division Directors; R6 Deputy Division Directors

Cc: Hayes, Mark; Rinehart, Jon; Enders, Jhana; Ragon, Derek; Acevedo, Janie; Crossland, Ronnie; Garcia, David; Gray, David; Smalley, Bryant; McCasland, Mark; McElroy, Damon; Turner, LaDonna; Ibarra, Juan; Ruhl, Christopher; Ofosu, Philip; Manheimer, Jenna; Biggs, Tonia; Bernier, Roberto; Rhotenberry, William; Pratt, Lavern; Luetke, Melinda; Limesand, Kurt; Edlund, Carl; Ferguson, Ralph; Spelman, John; Whitley, Paul; Contreras, Robert; Brown, Cynthia; Robinson, Kathleen; Pham, Lisa; Charters, David; Aycock, Jim; Dorn, Daniel; Pratt, David; Bielenberg, Ben; Wood, David; Phillips, John

Subject: Re: REVISED Site Charging Guidance

The SSID should be Gold King Mine, not Mind. Thanks!

Sent from my iPhone

On Aug 17, 2015, at 10:44 AM, Milbeck, Regina <Milbeck.Regina@epa.gov> wrote:

Good Morning,

Attached please find the **revised instruction/guidance** on how to ensure proper charging and tracking of payroll, contracts, and travel resources associated with the response to the Gold King Mine Release. While this may only currently affect some of you, I felt it would be prudent to share with all of you as some of your regional staff may be traveling to assist. There will only be one SSID for charging to this site. The SSID will be:

A8K9RV00 Gold King Mine Release – Removal Action – OU 00

The previous SSID for Region 6 will be deleted from everyone's favorites in PPL today and this new SSID will be established for employees to use immediately.

Please share with others as appropriate. If you have any questions regarding this guidance, please call Missy Mibeck at 5-6540 or Cindy Brown at 5-9705 (REOC).

Missy Milbeck, Comptroller

U.S. Environmental Protection Agency

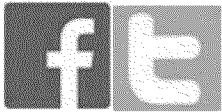
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<SSID note regarding charging one SSID 8-15-2015.docx>